

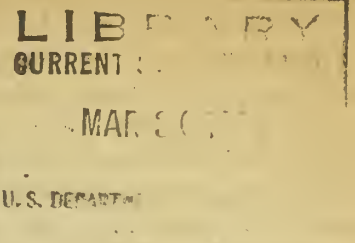
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WAR FOOD ADMINISTRATION  
Food Distribution Administration  
Washington 25, D. C.



CIVILIAN FOOD REQUIREMENTS BRANCH MEMORANDUM NO. B-1

Community Food Preservation Program

Director's Memorandum No. 63, dated November 4, outlines the broad objectives of the Community Food Preservation program and contains the basis and authority for carrying out future activities in this program. This memorandum will acquaint you more closely with the present status of various food preservation activities and will outline the basic program functions.

Community food preservation is playing an important part in securing more efficient utilization of our civilian food supply. Insofar as it is possible, it is our desire to use this program primarily as a means of furthering and augmenting our activities in connection with the School Lunch program and with the utilization of commodities which either are acquired by FDA or are in local abundance during heavy production and marketing periods.

This memorandum replaces Nutrition and Food Conservation Branch Memorandum No. F-1, dated May 14, 1943. As rapidly as possible, additional Civilian Food Requirements Branch Memoranda will be issued to replace or revise those remaining of the former series and to outline procedures and policies for carrying out future operations.

Organization and Personnel

The Washington responsibility for carrying out the program within the Civilian Food Requirements Branch will rest with the School Lunch and Food Preservation Division. This Division has on its staff several food preservation specialists who have been with the program since its inception. This technical staff will be augmented as necessary in order that the Division will be in a position to give maximum assistance to the regional offices on all phases of food preservation. It is hoped that all regions can now move ahead rapidly in establishing suitable organization and employing qualified personnel to develop the regional program.

Cooperation with Other Agencies

The development and operation of an adequate national and regional program of food preservation will come through close cooperation with and coordination of the activities of the various federal and State agencies interested in the program. The U. S. Office of Education, through its

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Food Production War Training Program, and the Extension Service probably will have the most prominent and active part in the program in most states. In some states other federal agencies such as the Farm Security Administration and the Office of Civilian Defense will occupy key positions in program planning and operations. State and regional officials should immediately examine their relationship with these and other interested agencies and take the initiative where necessary in bringing about close collaboration between agencies in order to carry out this program effectively.

As you know, the U. S. Office of Education is interested chiefly in the aspect of community and home food preservation training in rural areas, and their program will be carried on largely in schools and school community facilities under the supervision of State Boards for Vocational Education. As soon as their plans for 1944 activities are formulated, we will forward full information concerning their program to all regional offices. Extension Service is primarily concerned with home food preservation; however, their representatives are assisting greatly in the organization and operation of community centers and of community training programs. The Farm Security Administration, through its Home Management supervisors, is likewise actively interested in home canning and, as an adjunct, in community training and preservation. The FSA is also sponsoring community food preservation projects in many of its work camps.

#### Outlets for Section 32 Commodities and Utilization of Local Abundances

The Community Food Preservation program is a Section 32 program and as such should be developed so as to (1) contribute as much as possible to the improvement of the Community School Lunch program, (2) provide effective outlets for commodities purchased under price support and surplus removal programs or purchased to meet other governmental requirements and later diverted to Section 32, and (3) provide more effective use of locally abundances supplies particularly during the peak marketing seasons. Community food preservation centers might well become our major outlet for the distribution of fresh produce purchased during the coming season under Section 32. The procedure to be followed in arranging for such outlets and for obtaining reports regarding the processing and distribution of such commodities to School Lunch programs, etc., will be covered in subsequent memoranda.

Local "surplus removal" operations can also be carried out, in effect where quantities involved are not large, without the FDA purchases, by the location of community food preservation centers at farmers markets and near shipping sheds or other central markets. Regional and state planning with respect to these activities should be getting under way very soon.

#### Survey of Community Food Preservation Centers

Mr. Hendrickson's memorandum stresses the importance of preparing a register of all centers which can serve as outlets for FDA commodities.



and mentions a proposed survey form to be used for this purpose. The survey form that is being drawn up is also designed to secure other data concerning the program to assist all agencies in coordinating activities and determining future needs. To avoid the necessity for independent surveys we are therefore working with all interested agencies in an effort to design a combined survey that will provide each agency with the desired information. We hope to have the survey form in your hands in the very near future.

#### 1944 Equipment Requirements for Community Food Preservation Program

Estimated requirements for new equipment for 1944 have been presented to the WPB and it is expected that material allotments to manufacturers will be made very soon. As soon as this is done, and prices and specifications of the new equipment determined, the information will be forwarded to the field together with procedures governing the handling of applications for priority assistance. In this connection we expect to arrange for the manufacture of limited quantities of items other than retorts, stands, and sealers. These other items will include such equipment as steam jacketed kettles, exhaust boxes, kraut cutters, and similar units.

In the meantime there are still available limited supplies of Max Ams hand-operated and belt-driven sealers; J. P. Dowell Co. No. 2 retorts; and Continental Can Co. No. 3 retorts. Applications for these items should continue to be made on Form WPB-576. As previously pointed out, it would be well for sponsors who will need this equipment next year to purchase it now in order to have it for early canning operations.

#### Food Preservation Training Program

Plans are under way for a National "Work Shop" training conference bringing together National and Regional technicians from the Food Distribution Administration, Office for Vocational Education, Extension Service, War Relocation Authority, Veterans' Administration, Office of Indian Affairs, and representatives from one or two colleges from each FDA region, the latter to be selected on the basis of their interest and plans for the development of food preservation training centers. Total attendance at the conference will be limited to approximately fifty persons.

In addition to training in specific techniques of operating a Community Food Preservation Center, regional staffs will be given assistance in planning similar training programs.

Technical personnel will be available from the Washington office to assist:

- (a) at regional and state training conferences,
- (b) in an advisory capacity in operating state programs,
- (c) in the preparation of technical material.

A manual on organizing and operating community canning centers and supplementary visual aid material is now being prepared. Other materials to be developed include the techniques of dehydration, freezing, curing and salting of food products.

Norman Leon Gold

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Civilian Food Requirements Branch

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